MEETING MINUTES
Meeting of the Board of Library Trustees of the La Grange Park Public Library District was held July 15, 2020 at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Pro-Tempore Swainson called the meeting to order at 7:00 pm.

2. Upon roll call, the following were present: David Swainson, Secretary Snow, Trustee Clement, Trustee Demes-O’Brien, and Trustee Donaldson. Absent: President Whitman, Vice President Gies.

3. Pledge of Allegiance

4. Introduction of visitor(s): None

5. Public comment: None

6. Staff report: Statistics were noticeably high this month due to new e-resources collections and home delivery.

7. Trustee reports: None

8. Treasurer’s Report – see enclosed financial report for FY 2019-20. The Library ended the year on a high note with a surplus. The Board is in favor of Buckson drafting a resolution for the transfer of the $185,000 surplus into the Special Reserve account.

   a. Minutes of previous meeting(s)
   b. Invoices to be paid in the amount of $72,219.41
   Checks from Wintrust numbered 35400 - 35438

10. Unfinished business:
    a. Discussion of Phased Reopening Plan-We are moving forward slowly. We hope to open browsing soon, but we want to make sure that we open the collection to patrons with staff safety in mind.
    b. Snow motioned, seconded by Donaldson to approve the Request for Qualifications (RFQ) document for construction management services. Roll call vote: 5 Ayes, 0 Nays, 2 absent. Motion approved.

11. New Business:
    a. Snow motioned, seconded by Clement, to approve tentative Budget & Appropriations for FY 2020-21. Roll call vote: 5 Ayes, 0 Nays, 2 absent. Motion approved.
    b. Snow motioned, seconded by Clement to set a date for a Public Hearing on August 19, 2020 at 6:45pm. Roll call vote: 5 Ayes, 0 Nays, 2 absent. Motion approved.
    c. Snow motioned, seconded by Clement, to approve Interlibrary Loan policy. Roll call vote: 5 Ayes, 0 Nays, 2 absent.
    d. Snow motioned, seconded by Clement, to approve Patron Conduct Policy. Roll call vote: 5 Ayes, 0 Nays, 2 absent.
    e. Snow motioned, seconded by Clement, to approve Meeting Room Policy. Roll call vote: 5 Ayes, 0 Nays, 2 absent.
    f. Snow motioned, seconded by Donaldson, to approve Investment of Public Funds Policy. Roll call vote: 5 Ayes, 0 Nays, 2 absent.
    g. Review of Reference Policy - The Board reviewed the policy.

12. Communications (includes emails to the board): Included in the packet.

13. Executive session

14. Final action on executive session

15. Adjournment-Snow/Clement. All in favor at 7:45 pm